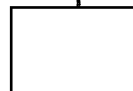


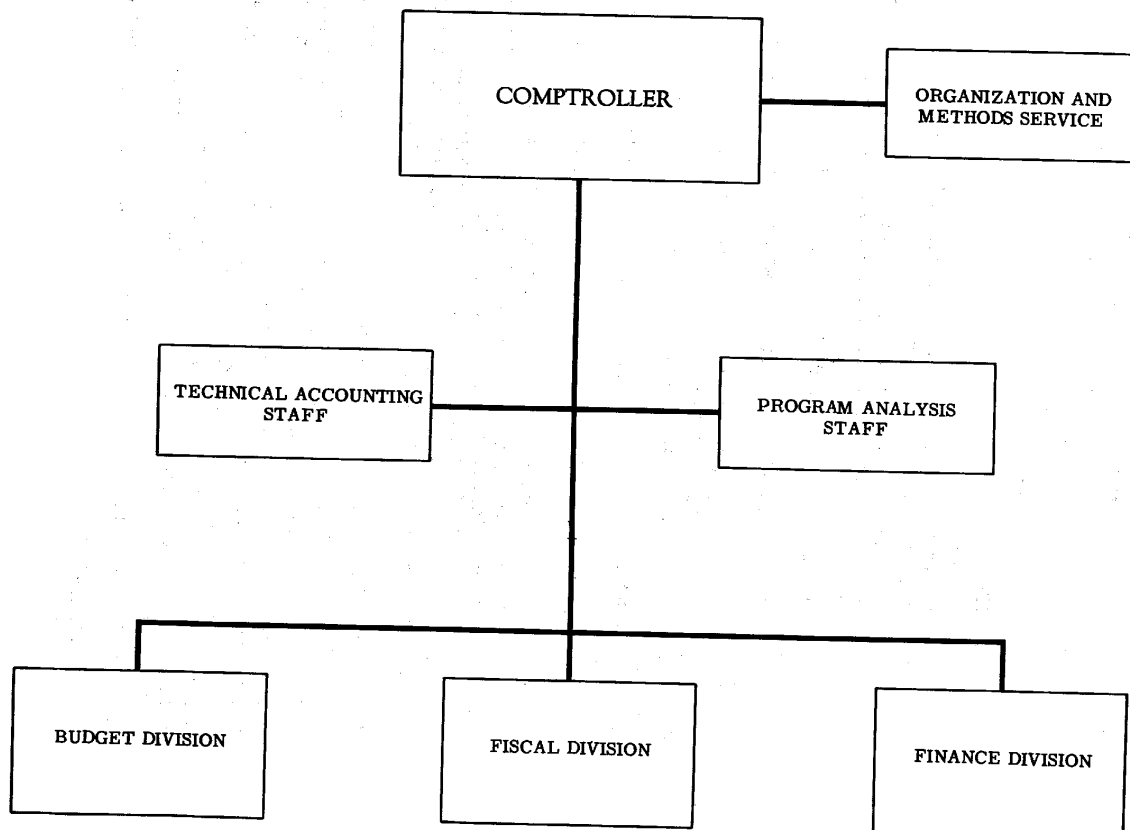
FIGURE 3 - ORGANIZATION CHART

OFFICE OF THE COMPTROLLER

CONFIDENTIAL
~~**SECRET**~~
Security Information



COMPTROLLER



~~**SECRET**~~

CONFIDENTIAL

ORGANIZATION
20 March 1953**COMPTROLLER****12. MISSION**

The Comptroller is in charge of all budgetary and financial operations of the Agency; is responsible for program and financial analysis; and will advise the Deputy Director (Administration) on general Agency efficiency, organization structure, functions, manpower requirements, and administrative procedures for all components of the Agency.

13. FUNCTIONS

The Comptroller shall:

- a. Recommend the establishment of Agency fiscal and budget policies and establish procedures for their implementation.
- b. Develop, prepare, and execute the Agency budget and finance programs and furnish advice and assistance to Agency officials in all matters of finance and budget policy.
- c. Supervise the operation of all budget and all financial programs of the Agency.
- d. Develop and maintain effective budgetary and financial reporting of the Agency's activities.
- e. Assist the Director in presentation of the Agency annual budget estimates to the Bureau of the Budget and the Congress.
- f. Control all liaison and contacts with the Bureau of the Budget on Agency matters.
- g. Supervise all liaison with other agencies in connection with budget and finance matters.
- h. Establish necessary fiscal accounting for the assets and liabilities of the Agency.
- i. Provide budget and fiscal services for the National Security Council.
- j. Establish, in conjunction with appropriate Agency components, accounting systems and financial reporting requirements for projects. Install or supervise the installation of project accounting systems where practical.
- k. Develop, in conjunction with appropriate Agency components, issue, and install the necessary accounting systems and financial reporting procedures for domestic and overseas installations.
- l. Develop and maintain effective program and financial analysis and prepare and distribute appropriately analytical reports and statements.
- m. Conduct, in cooperation with Office heads or their designees, or as directed by the Deputy Director (Administration), studies of organization, functions, methods, and procedures and recommend improvements.
- n. Investigate various makes and types of office machines and equipment and assist in developing suitable applications thereof.
- o. Plan and direct the Agency's Work Simplification Program.
- p. Prepare the annual report on the Agency's Management Improvement Program.
- q. Review requests for establishment of, or changes in, tables of organization.

14. ORGANIZATION

See organization chart, Figure 4.